



Embassy of the United States of America

**THE U.S. EMBASSY IN CHISINAU REQUESTS PROJECT PROPOSALS IN SUPPORT OF
THE IMPLEMENTATION OF ITS PREVENTION AND COMBATING OF DOMESTIC
VIOLENCE PROGRAM, COMBATING SEXUAL ASSAULT PROJECT**

SUBMISSION DEADLINE: **October 28, 2014**
ANTICIPATED AWARD DATE: **November 18, 2014**

INTRODUCTION

The mission of the State Department's Bureau of International Narcotics and Law Enforcement Affairs (INL) is to minimize the impact of international crime and illegal drugs on the United States, its citizens, and partner nations by providing effective foreign assistance and fostering global cooperation. This mission centers on helping our partner nations establish a capable and accountable criminal justice sector, while promoting good governance and respect for human rights.

INL combines forces with other USG and international agencies and takes a regional approach to widespread problems. INL also encourages more developed governments to take responsibility as equal partners in global efforts to combat transnational crime, including drug trafficking. The Bureau's priority programs support three inter-related objectives:

- **BUILDING CRIMINAL JUSTICE SYSTEMS:** Institutionalize rule of law by developing and expanding criminal justice systems to strengthen partner country law enforcement and judicial effectiveness, foster cooperation in legal affairs, and advance respect for human rights;
- **COUNTER-NARCOTICS:** Disrupt the overseas production and trafficking of illicit drugs through targeted counternarcotics and institution-building assistance and coordination with foreign nations and international organizations, and;
- **TRANSNATIONAL CRIME:** Minimize the impact of transnational crime and criminal networks on the U.S. and its allies through enhanced international cooperation and foreign assistance.

APPLICANTS' ELIGIBILITY

Applicants must be a registered non-government organization (NGO)¹ or a public international organization (PIO)² based in Moldova AND

¹ **Non-Profit Organization or non-Government Organization** - Any corporation, trust, association, cooperative, or other organization that is operated primarily for scientific, educational, service, or similar purposes in the public interest; is not organized for profit; and uses its net proceeds to maintain, improve, or expand its operations. The term —non-profit organization includes non-profit institutions of higher education and hospitals.

- Must have demonstrated experience implementing similar programs.
- Must have demonstrated experience implementing projects of similar dollar amount as the one being announced.
- Have existing active partnerships with the necessary partner organization(s) in order to successfully fulfill the proposed program (this will be verified).
- Must have direct access to victims of domestic violence, trafficking in persons and sexual violence through previous or current work (this will be verified).
- Organizations may form a consortium and submit a combined proposal. However, one organization should be designated as the lead applicant.
- Be a registered user of www.grants.gov
- Be able to provide INL with a Dun and Bradstreet number (directive published in the Federal Register on June 27, 2003, which requires all organizations applying for Federal grants and cooperative agreements to provide the issuing agency a DUNS number (*Follow <http://www.dnb.com> to receive a DUNS number*)).
- Be registered with the System for Award Management (SAM) – www.sam.gov and be able to maintain updated registration during the period of performance. Organizations must mandatorily have a DUNS number in order to complete the SAM registry process.

PURPOSE OF PROGRAM

The reform of the justice sector in Moldova is an important and challenging initiative. Despite substantial institutional changes and comprehensive amendments to the national legal framework, according to Department of State reports, sexual assault cases remain poorly prosecuted and often times never reach trial or are tried in an unsatisfactory manner. The prosecution and judicial response is an essential component of an effective legal system response to any kind of violence, especially sexual assault of women, men and children. At the moment, the major challenges in the response to sexual assault are: insufficient awareness and understanding of the legal provisions on sexual assault; uncoordinated activities on behalf of the state stakeholders and civil society; delay and refusal to issue protection orders in many cases; inconsistency in applying the existing laws and procedures as well as inexistent regulations on provision of services to victims of sexual violence. To address urgent problems within the judiciary system, including addressing procedural issues in the domestic violence and sexual assault cases, Moldova initiated a comprehensive reform of the justice sector which is detailed in the Justice Sector Reform Strategy (JSRS) for 2012-2016 and Action Plan. In order to assist in the implementation of the JSRS and Action Plan, the U.S. Embassy in Chisinau announces a new request for grant proposals for the implementation of research study and mapping of existent resources in the field of combating and prosecution of sexual assault and service provision for victims of sexual assault. The study will be based on victims' testimonies, legislative review, mapping of existing state and civil society resources and will be concluded by a formulation of a set of recommendations to follow in order to efficiently combat sexual assault and offer comprehensive services to victims.

PROGRAM GENERAL REQUIREMENTS AND ACTIVITIES

Grants for this program will be awarded to NGOs and PIOs based in Moldova.

During the award period the grantor may have substantial involvement in the implementation of the project. The involvement may include active participation, collaboration or intervention in the design or direction of an activity, review and approval of one stage of work before another can begin, joint

² **Public International Organization** – An organization which draws membership from at least three states, has activities in several states, and whose members are held together by a formal agreement.

preparation, presentation of results with the grantee and/or the review and approval of substantive provisions of proposed sub-awards or contracts.

All required activities within the grants program must be implemented in close cooperation with the Ministry of Internal Affairs, Ministry of Health, Ministry of Labor, Social Protection and Family, Prosecutor General's Office, Superior Council of Magistrates and other relevant stakeholders and the donors and development partners active in the areas covered by the grant theme.

The program must be completed in 12 months, beginning with the award of the grant.

The study must be conducted with the support of a recognized international expert and in collaboration with the relevant justice sector institutions.

If requested by the beneficiaries and approved by the grants donor, grantees may be asked to perform other activities within the scope of the grants program.

INL invites NGOs and PIOs based in Moldova to submit projects proposals for the following activities:

1. Establishment of an internal working group and appointment of a lead consultant to undertake the study on behalf of the organization.
2. Establishment of a working group, including state and civil society stakeholders to participate as a validating committee in the study.
3. Performing a legal review of the exiting sexual assault laws and regulation in Moldova.
4. Performing a mapping of resources existing in Moldova in the field of services to be provided to victims of sexual assault.
5. Conduct interviews with victims of sexual assault, domestic violence and trafficking in persons in their experience on the functionality of the existing system.
6. Performing an assessment with participation of the international expert of the existing legal and social resources for combating sexual assault.
7. Conduct a training using the experience of the international consultant for the stakeholders' working group on appropriate European or US model of sexual assault combating system that could be implemented based on the findings of the study.
8. Formulate set of recommendations for the follow-up activities.
9. Conduct a presentation/public event to introduce the general public and stakeholders to findings of the study.

REPORTING REQUIREMENTS:

Recipients shall submit quarterly financial and performance progress reports. Reports are required as a means of evaluating the recipient's progress and utilization of resources. They are divided between a performance progress report and a financial status report.

A performance progress report compares actual to planned performance and indicates the progress made in accomplishing each assistance award task. The report should include relevant details for assessing the status of performance (i.e., a brief, factual summary description of the progress made). The performance progress reports must be accompanied by the Performance Progress Report (SF-PPR) Coversheet, Page 1 to INL on a quarterly basis. Performance Progress Report (SF-PPR) forms will be duly provided to the implementing NGOs and/or PIOs.

A final narrative progress report is also required within 90 days of the expiration date of the assistance award. The final narrative report must also include page 1 of the SF-PPR form. INL encourages recipients to include an in-depth impact assessment and/or project evaluation in the final project summary report. The project summary report should include quantitative and qualitative data relating to the project's goals and objectives, project outputs and overall project impact.

Financial status reports provide a means of monitoring expenditures and comparing costs incurred with progress. Recipients must utilize the SF-425 Federal Financial Report, to report the status of funds for all non-construction projects or programs to INL on a quarterly basis. Federal Financial Report (SF-425) forms will be duly provided to the implementing NGOs and/or PIOs. Additionally, recipients shall submit a final SF-425 financial report to INL within 90 days of the expiration date of the financial assistance award.

A copy of all quarterly financial and performance progress reports and FINAL reports shall be emailed to the Grants Officer and the Grants Officer Representative as listed in the Grant/Cooperative Agreement, once awarded. Quarterly reports with a computer-based English translation will not be accepted.

APPLICATIONS DEADLINE AND SUBMISSION

The U.S. Embassy Justice Sector Reform Program is limited to NGOs and PIOs based in Moldova. The JSRS Grants Program will not fund projects related to partisan political activity, charitable activity and humanitarian aid, fundraising campaigns, commercial projects, those involving individuals not affiliated with an organization that can provide sustainability to the project, and those that duplicate existing projects.

Applications should be submitted in English, or be accompanied by an English translation. (Applications with a computer-based English translation will not be accepted.). Grant application forms are available on our web site: <http://moldova.usembassy.gov/justice-grants-program.html>. They can also be obtained by email. Applications should also include a project narrative, short descriptions of past relevant projects, a detailed workplan, and a detailed budget (narrative and line-item). If you have additional questions or need consultation on your project proposal, please contact the Criminal Justice and Law Enforcement Section staff of the U.S. Embassy in Chisinau using the email below.

All applications must be submitted on or before October 28, 2014, 23:59. Applications submitted after 23:59 will be ineligible for consideration. **Begin the application process early**, as this will allow time to address any technical difficulties that may arise in advance of the deadline. There will be no exceptions to this application deadline. The applications must be forwarded to the following U.S. Embassy Chisinau contact:

U.S. Embassy Chisinau, Criminal Justice and Law Enforcement Section
103 Alexei Mateevici Str.
Chisinau, Moldova MD 2009
Telephone: + (373) 2240 83 00, extension: 2020
Email: moldovagrants@state.gov

Contact Person: Liudmila Avtutova, Program Manager

REVIEW PROCESS

Proposals should contain clearly formulated goals and target groups, and show the ability of the applying organization to carry out the project aims. The proposal must contain a section explaining how the impact of the project will be evaluated.

The U.S. Embassy shall review all proposals for eligibility. Eligible proposals will be subject to compliance of Federal and Bureau regulations and guidelines and may also be reviewed by the Office of the Legal Adviser or by other Department elements. Final technical authority for assistance awards resides with INL's Grants Division. INL reserves the right to request any additional programmatic and/or financial information regarding the proposal. Panelists may make conditions and recommendations on any given proposal in order to enhance the proposed program.

Proposals will be funded based on an evaluation of how the proposal meets the solicitation review criteria, U.S. foreign policy objectives, and the priority needs of INL/Embassy. A State Department Review Committee will evaluate proposals submitted under this request. Proposals will be scored based on the applicants response to each Review Criteria listed below. Review criteria will include:

1) Quality of Program Idea

Proposals should be responsive to the solicitation and exhibit originality, substance, precision, and relevance to the Bureau's mission.

2) Program Planning/Ability to Achieve Objectives

A relevant work plan should demonstrate substantive undertakings and logistical capacity of the organization. The work plan should adhere to the program overview and guidelines described above. Objectives should be ambitious, yet measurable and achievable. For complete proposals, applicants should provide a monthly timeline of project activities.

3) Multiplier Effect/Sustainability

Proposed programs should address long-term institution building demonstrating capacity-building results.

4) Program Evaluation Plan

Programs should demonstrate the capacity for engaging in impact assessments and providing objectives with measurable outputs and outcomes.

5) Institution's Record and Capacity

The Bureau will consider the past performance of prior recipients and the demonstrated potential of new applicants. Proposals should demonstrate an institutional record of successful programs, including responsible fiscal management and full compliance with all reporting requirements. Proposed personnel and institutional resources should be adequate and appropriate to achieve the project objectives. Roles and responsibilities of primary staff should be provided.

6) Cost Effectiveness

The overhead and administrative components of the proposal, including salaries and honoraria, should be kept as low as possible. All other items should be necessary and appropriate. Cost sharing is strongly encouraged but not required. (NOTE: In reviewing similar projects, the Review Panel will evaluate proposals that request lower budgets based on the Review Criteria of Cost Effectiveness).

IMPORTANT INFORMATION TO APPLICANTS

The information contained in this solicitation is binding and may not be modified by any Bureau representative. Explanatory information provided by the Bureau that contradicts this language will not be binding. Issuance of the solicitation does not constitute an award commitment on the part of the Government, nor does it commit the Government to pay for costs incurred in the preparation and submission of proposals. The Bureau reserves the right to reduce, revise, or increase proposal budgets in accordance with the needs of the program evaluation requirements.

Once the Request for Proposals deadline has passed, U.S. Government officials - including those in the Bureau, the Department and at embassies/missions overseas - must not discuss this competition with applicants until the entire proposal review process is completed. Applicants will be notified by the INL/Embassy Grants Officer only with regard to the status of an application. Funding commitments can only be made by an INL/Embassy Grants Officer. All other commitments from any representative other than an INL Grants Officer will be deemed unauthorized.